

**MULTIPLE AWARD TASK ORDER CONTRACT (MATOC)
VA-261-12-RP-0589**

RFI's and Government Response through 8-31-2012

Proposal RFI #1 – 1st page of solicitation states due date is September 17th. The SF 1442 states that the proposal is due September 14th. Can you please verify which is correct. **The correct proposal due date is 9/17/2012 Re-visit [MATOC Solicitation](#) here to confirm. Amendment #A00001 shall extend due date for VOLUME 3 – PRICE to on or before 10:00AM September 21, 2012. Volumes 1 & 2 shall still be due on or before 10:00 AM on 9/17/2012.**

Proposal RFI #2 - When the document titled “PERFORMANCE RELEVANCY QUESTIONNAIRE - ATTACHMENT A” is opened, the Attachment is titled as “D” and not “A”. Please clarify. What is Attachment A, and should there also be an Attachment D? **The Attachment “A” contains the Performance Relevancy Survey (not to be confused with the Past Performance Questionnaire – Attachment “C”). The Seed Project Pricing Sheet is Attachment “D”.**

Proposal RFI #3 - In regards to the cost breakout referred to, are you asking for labor, material and equipment, or an itemized breakdown? Do you have a format that could be provided? Itemized Breakdown. **Use a format that presents the information in a logical manner. It is expected that labor, material, and equipment will be represented in the overall pricing of the proposal, however, an itemized breakdown of these categories is desired.**

Proposal RFI# 4 - Pg.77, P,2.2(3) - Accreditation and supporting documentation refers to Surety form? Is this attachment “E”? **Offeror shall provide proposal guarantee (bid bond) for the seed project.... Additionally, a letter from an acceptable surety is required indicating bonding capacity. Surety Form is Attachment – E.**

Proposal RFI #5 - Pg.77, P,2.2.3(1) – Bonds. Are you requiring a letter from the Surety? In addition to them filing out attachment “E”? **Offeror shall provide proposal guarantee (bid bond) for the seed project.... Additionally, a letter from an acceptable surety is required indicating bonding capacity. Surety Form at Attachment – E shall suffice. No additional letter is required beyond the Surety filling out Attachment E.**

Proposal RFI #6 - Pg.77, P,2.2.3(4) - Is requesting a “financial disclosure affidavit”. Is this something other than attachment “G”- Financial Questionnaire? **Attachment G – Financial Disclosure satisfies the requirement at P2.2.3(4).**

Proposal RFI #7 – Page 67 of 124 Paragraph 5 “Binder Index” lists Tab 3 to be “Self-Performed Trades and Capabilities” (Attachment E). Attachment E as included with the Solicitation documents is the “Surety Form”. There is no “Self-Performed Trades and Capabilities” form attached to the solicitation documents. Please clarify and provide the correct form(s). **Past Self-Performed Trades is attachment “H”.**

Proposal RFI #8 - There are two solicitation numbers on this form. Which is correct? **The correct Solicitation# is VA261-12-R-0589.**

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Proposal RFI #9 – Page 68 of 124 Paragraph 5.6 states that each major subcontractor or teaming partner must complete an Exhibit B, “Subcontractor Information and Consent Form” to be considered for relevant experience. There is no Exhibit B attached to the bid documents. However, there is an Attachment B of the same name. Please clarify, is that the form referred to in paragraph 5.6? How should we refer to this form in our proposal? **Attachment B is the “Subcontractor Information and Consent Form”.**

Proposal RFI #10 – Page 67 of 124 Paragraph 5 “Binder Index” lists Tab 4 to be “Rebuttal Information to Negative Past Performance (If applicable). The instructions for “Past Performance Questionnaire - Attachment C” state that the completed forms are to be returned to Mr. Javier E. Castro and not to the contractor. We will not have an opportunity to see any negative comments. How is this Tab relevant? Please Clarify. **The process is as described as intended (see 4.8, and 5.4 below).**

4.8 Offerors may, at the discretion of the Government, be asked to provide information for clarification purposes regarding their proposals. Requests for such clarification information do not constitute discussions. (Pg. 66)

5.3.1 A Performance Relevancy Survey (Attachment A), not to be confused with the Past Performance Questionnaire (Attachment C), shall be used as the principal means of gathering relevancy information. (Pg. 68)

5.4 Offerors should include with their proposal information problems encountered on the identified contracts and the offeror's corrective actions. Include construction awards, customer letters of commendation, etc., with points of contact and telephone numbers. (Pg. 68)

Proposal RFI #11 – There are specific page limitations established for our response to the Past Performance and Technical Approach sections of the proposal. However, if we are to include all of the information and completed forms required by the Proposal Preparation Instructions, and meet the Evaluation criteria these pages limitations will be greatly exceeded. It is stated that all appendices, charts, graphs diagrams, tables, photographs, drawings, etc are included in this page count. For example, we are required to submit an Exhibit B, “Subcontractor Information and Consent Form” (2 page form) for each subcontractor we propose, and we are allowed up to three subcontractors per trade. If we submit 10 trades and three subs for each of those trades that will be 30 forms which will equal 60 pages. Based on all requirements of the solicitation documents a complete response could have in excess of 150 pages. Please clarify how we are to submit the required information and still meet these page limitations? **Certain attachments required to be submitted as part of proposal volumes shall not count against page limits. For example, note that the Past Performance Questionnaire (Attachment “C”) is not required to be included as part of Volume 1 since that is required to be sent directly and separately to the contracting activity representative. Accordingly, attachments such as – Subcontractor Information and Consent forms, Surety, and Financial disclosure affidavits shall not count against volume page limits. Lastly, the decision has been made to expand the Technical Volume Page limits to no more than 40 pages. This has been done in response to industry**

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concerns raised through RFI's and as discussed at the pre-proposal conference held on August 29, 2012, and as a means to reasonably accommodate such things as key personnel resumes, and the Quality, Infection Control, and Safety Plans.

Proposal RFI #12 – We are required to have completed and submit along with our proposal Attachment G – “Financial Questionnaire”. However, the solicitation does not indicate within which Volume, or how this questionnaire is to be returned. Please clarify. **See Technical sub-factor 3 (below) found at pg. 76 of solicitation. Attachment “G” – Financial Disclosure - satisfies the requirement at P2.2.3 (4).**

2.2.3 ACCREDITATION AND SUPPORTING DOCUMENTATION

To be considered eligible for award all offerors must provide the following:

- (1) Current Copy of Contractor's License from the SDVOSB Prime Contractor**
- (2) Surety Form with appropriate Bond information**
- (3) Proof of CVE Verification**
- (4) Financial Disclosure affidavit**

Proposal RFI #13 – Paragraph 4.5 on page 66 of 124 titled “Electronic Copy” states that we are to “Provide one (1) electronic copy of all of the complete proposal (Volumes 1, 2, and 3). Electronic copies that are to be submitted on CD-ROM must be saved in Microsoft Word or Adobe Acrobat format, and virus checked prior to submission.” Some of the information that will be included on the CD-ROM will not be completed until just prior to bid close. Can this CD-ROM be submitted separately within 48 hours of the bid close date and time? **Yes. Price Volumes shall be due on or before Sept 21, 2012. Therefore, offerors shall have no later than 10:00 AM Sept 21, 2012 to submit the CD with all 3 required volumes.**

Proposal RFI #14 – Price Volume Binder Index TAB 2 on page 70 of 124 indicates we are to provide a “Cost Breakout (breakout required for all elements that have a value of \$5,000.00 or more.)” All of this information will not be available until just prior to bid closing because subcontractors send bids in right up to the last minute. Can this Cost Breakout be submitted separately within 48 hours of the bid close date and time? **Upon further consideration it has been determined that Binder 3 – Price Volumes shall be submitted on or before 10:00AM on Sept 21, 2012. Contractors are advised that no additional time extension requests shall be considered or granted.**

Proposal RFI #15 - Does the six page limit, for Volume 1- Past Performance, only count when answering the questions under Tab 1, Attachment A, or the entire binder? Tab 2, Subcontractor Information Consent forms are going to be more than six pages. **Page Limits shall not include Subcontractor Information Consent forms (see response to RFI#11 for additional guidance on page limits).**

Proposal RFI #16 - Would the VA allow the proposal to be hand delivered? **Yes.**

Proposal RFI #17 - Will the RFI answers provided become part of the contract documents? RFI's and their respective responses will be duly recorded and made available via amendment

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following the pre-proposal conference. **The RFI's and their responses will be incorporated as part of the solicitation but not necessarily become part of the MATOC (contract) documents themselves.**

Proposal RFI #18 - I cannot seem to find the Self-Performed Trades & Capabilities Form, will this be attached in a future amendment? **Past Self-Performed Trades -- Attachment "H" has been incorporated into the solicitation.**

Proposal RFI #19 – Past Performance Volume (Binder – 1) - Section 5.7 states that multiple subcontractors can be named for the same discipline, but shall be limited to a maximum of three (3) subcontractors per discipline (referencing Attachment B – Subcontractor Information and Consent Form). What disciplines are to be listed? **Offerors lacking relevant Past Performance experience may submit information regarding predecessor companies, key personnel who have relevant experience or subcontractors that will perform major or critical aspects of the requirement if such information is relevant to this acquisition.**

Proposal RFI #20 – Past Performance Volume (Binder – 1) – Section 5.6 states that Architect & Engineer (A&E) firms that are to be submitted for Design-Build consideration shall provide the Standard Form (SF) 330. **The requirement for the SF 330 was in concert with the Design-Build component of the solicitation and since all reference to Design-Build has since been removed from the solicitation it is no longer required.**

Proposal RFI #21 – Technical Volume (Binder – 2) – Binder 2 has 8 different tabs, each with multiple pieces of information (Tab 1 asks for 3 project sheets plus a narrative on capability, Tab 2 asks for at least 4 resumes plus a description of overall organization and responsibilities, Tab 3 asks for at least 4 forms/pages, etc.), which will far exceed the 10-12 pages allotted for this volume. Please delete page limitation for this volume, to allow proper representation of the requested material. **Technical Volume page limits have been expanded to no more than 40 pages (see response to RFI#11 for additional guidance on page limits).**

Proposal RFI #22 – Technical Volume (Binder – 2) – 2.2.5 Quality Control – Are we required to submit an entire QC Plan for this section? Typically the sample documents, as requested in 2.2.5.1(4) are included in our QC Plan. This plan generally ranges between 60-100 pages. Is this section included in the page count? **Yes (see response to RFI#11 & RFI#21 for additional guidance on page limits dealing with Technical Volume).**

Proposal RFI #23 – Technical Volume (Binder -3) – 2.2.6 Safety Plan – Are we required to submit an entire Safety Plan for this section. Our safety plan generally ranges between 60-100 pages. Is this section included in the page count? **Yes (see response to RFI#11, RFI#21, and RFI#22 for additional guidance on page limits dealing with Technical Volume).**

Proposal RFI #24 – Technical Volume (Binder -2) – 2.2.8(1) Design-Build Experience – How many projects need to be submitted to show evidence that the Offeror and team has sufficient background in the design-build process capable of meeting the contract scope requirements for design-build projects? **All reference to Design-Build, to include Technical Sub-factor "8"**

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shall be removed from the solicitation and thus any proposal submission instructions with regard to Design-Build shall no longer required.

Proposal RFI #25 - Volume 1 Past Performance states that a Past Performance Questionnaire must be provided directly to the contracting office by the prior client. Our question is that several of the projects we are including in our proposal have previously completed PPQs available (questionnaire's identical to Attachment C). Our contacts usually refer us back to these documents when we request they complete a new one and will not take the time to fill one out again. Can we in lieu of the PPQ (Attachment C) submit within our proposal the previously completed PPQ? If so, we request that these documents not count against the page limitation.

Past Performance Questionnaires are NOT required to be submitted with Volume 1 since the submission instructions clearly state that the PPQ's are to be submitted directly to the contracting office. Therefore, offerors that are in possession of previously submitted PPQ's are advised to send the Attachment "C" contained in this solicitation to contacts of their choice and ensure that the PPQ's are submitted to the contracting office in accordance with the instructions outlined in the solicitation. It is completely up to the contractor if they want to accompany send the MATOC Attachment "C, along with previously filled-out PPQ's to their respective references as a means to facilitate the timely submittal of the questionnaires. However, offerors are ultimately responsible for ensuring that the Past Performance Questionnaire is submitted to the contracting office in a timely matter, and in compliance with the solicitation instructions.

Proposal RFI #26 - Volume 1 Past Performance 5.6 states "Architect & Engineering (A&E) firms that are to be submitted for Design-Build consideration shall provide the Standard Form (SF) 330." It is unclear if you would like us to identify an A&E firm in our proposal or if the General Contractor "Offeror" has sufficient Design/Build Past Performance as a Prime Contractor but does not have in house design capabilities does an A&E firm need to be identified in the proposal phase? **All reference to Design-Build, to include Technical Sub-factor "8" shall be removed from the solicitation and thus any proposal submission instructions with regard to Design-Build shall no longer be required.**

Proposal RFI #26 - If it is the government's intent for the Design/Build Contractor to identify an A&E firm to submit within our proposal and they are to provide a SF330, these documents from our experience, range anywhere between 6 – 10 pages. The page limitations for this section is 8 pages for Design/Build Past Performance. It does not seem possible to include a SF330 within this page limitation and still provide the additional information the government requires. **All reference to Design-Build, to include Technical Sub-factor "8" shall be removed from the solicitation and thus any proposal submission instructions with regard to Design-Build shall no longer be required.**

Proposal RFI #27 – A Rolling Counter Shutter is detailed on drawing sheet 200-A-30-3.1. Will the government be issuing a specification section 08 33 00 (or similar) for Coiling Doors & Grilles? **Specifications have been created for this item. See section 08 33 00.**

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Proposal RFI #28 - A “Special Finish Wall Feature” is noted on the legend of drawing sheet 200-A-30-2.0. Will the government be issuing specifications or a supplier for this feature? **Please find information indicated in schedule in same sheet 200-A-30-2.0 including: Manufacturer, product name, finish, style, size, contact name and phone number.**

Proposal RFI #29 - A Pneumatic Tube system is depicted on drawing sheet 200-P-70-4.0. Will the government be issuing a specification section 14 92 00 (or similar) for Pneumatic Tube Systems? **Pneumatic Tube system is existing and in use in current dental clinic; to be relocated for future use in proposed new dental clinic, procedure is indicated on sheet 200-P-70-4.0, specifications will not be provided.**

Proposal RFI #30 - We respectfully request that the Government consider allowing submission of the Price Proposal via email on the established due date with the hard copy and CD to follow next day. It would be in the Government’s best interest for us to have more time to obtain better pricing. **Upon further consideration it has been determined that Binder 3 – Price Volumes shall be submitted on or before 10:00AM on Sept 21, 2012. Contractors are advised that no additional time extension requests shall be considered or granted. Offerors shall have no later than 10:00 AM Sept 21, 2012 to submit the CD with all 3 required volumes.**

Proposal RFI #31- In regards to the cost breakout referred to, are you asking for labor, material and equipment, or an itemized breakdown? Do you have a format that could be provided? **Provide an itemized breakdown. Use a format that presents the information in a logical manner. It is expected that labor, material, and equipment will be represented in the overall pricing of the proposal. However, an itemized breakdown of these categories is required.**

Proposal RFI #32 - Proposal Preparations and Instructions – pg 71 of 125 Volume 3 Price, TAB 1 Completed bid schedule on SF 1442 (SEED Project). Does the Government want a lump sum number entered in block 17 of the 1442. Is there no other bid schedule? **Provide an itemized breakdown. Use a format that presents the information in a logical manner. It is expected that labor, material, and equipment will be represented in the overall pricing of the proposal. However, an itemized breakdown of these categories is required.**

Proposal RFI #33 - Representations and Certifications are included in the RFP but are not addressed under any TAB. Should they be included in the Price Proposal? **Paragraph 3.1(a)(2) at Pg. 92 of the solicitation reads:**

(2) If the clause at 52.204-7 is not included in this solicitation, and the offeror is currently registered in CCR, and has completed the ORCA electronically, the offeror may choose to use paragraph (d) of this provision instead of completing the corresponding individual representations and certifications in the solicitation. The offeror shall indicate which option applies by checking one of the following boxes:

[] (i) Paragraph (d) applies.

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[] (ii) Paragraph (d) does not apply and the offeror has completed the individual representations and certifications in the solicitation.

Paragraph 3.1 (a)(2)(d) reads:

After reviewing the ORCA database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in paragraph (c) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201).

RFI#34 - Page 68 of 124 par 5.6 & 5.7 for major subcontractors and or teaming partners, because this MATOC covers a large region and most subcontractors working in one region will not travel to another region do you want or will you accept three subcontractors from each geographic region (Bay Area, Reno, Fresno & HI) or do you want us to only include up to a maximum of three subcontractors without regard to what region the subcontractors come from or work in? I would suggest that we allowed to provide up to subcontractor for each major region. **The requirement to provide a list of major subcontractors for the life of the MATOC shall be removed from the solicitation and no longer required. The only reference to requiring subcontractor information shall be relegated to those offerors needing to rely on predecessor companies, subcontractors, key-personnel, etc for past performance substantiation.**

RFI#35 - 1.2.2.3.1 Bonds states that “Offeror shall provide proposal guarantee (bid bond) for the seed project as stated in Section H. Additionally, a letter from an acceptable surety is required indicating bonding capacity of at least \$3 million annually. Failure to submit bond and the aforementioned surety letter will disqualify an offeror for award consideration.” Our question is does the government wish to receive both the Surety Form (that is to be submitted directly to the VA from our Surety Company and not included within our proposal) and a letter from our surety company or are these one in the same? **Offeror shall provide proposal guarantee (bid bond) for the seed project.... Additionally, a letter from an acceptable surety is required indicating bonding capacity. Attachment E – Surety Form is required to be submitted by the surety directly, and a copy also is required with the Technical Volume.**

RFI#36 - 2.2.2.3.2 Financial Resources states “Offers shall submit a financial capability letter from their financial institution. This letter will be used in the Contracting Officer’s determination.” Our question is does the government wish to receive both the Financial Disclosure Affidavit (that is to be submitted directly by our financial institution to the VA not included within our proposal) and a letter from our financial institution or are these one in the same? **Attachment G – Financial Disclosure is required to be submitted by the Institution directly, and a copy is also required with the Technical Volume.**